

PEL121: COMMUNICATION SKILLS-I

L:1 T:0 P:3 Credits:3

Course Outcomes: Through this course students should be able to

CO1:: recognize the grammatical elements for appropriate use

CO2:: understand the usage of language for academic and social purposes

CO3:: demonstrate key grammatical concepts in writing and speaking

CO4:: prioritize and improve the arrangement and order of syntax within spoken communication for lifelong learning

CO5:: editorialize with clarity and precision in oral presentations and discussions

CO6:: develop the ability to participate in group tasks and draft responses

Unit I

Parts of speech: types of nouns, usage of apostrophe s ('s) with nouns, types of pronouns, adjectives and degrees of adjectives, prepositions and conjunctions

Unit II

Tenses: rules, usage, formation, imperative negative, question tags of present, past, and future tenses

Unit III

Modals: rules of modal verbs, usage of modal verbs in syntactical structures

Unit IV

Articles: usage and comparison of definite and indefinite articles and no article, usage of the definite article with objects, countable and uncountable nouns

Unit V

Active Passive Voice: rules and usage of active and passive voice

Unit VI

Phrasal Verbs: commonly used phrasal verbs, phrasal verbs followed by prepositions, conjugating phrasal verbs and its use in day-to-day speaking

List of Practicals:

➤ **Practice worksheets on grammar topics:**

- parts of speech
- tenses
- modals
- articles
- active passive
- phrasal verb

➤ **Speaking skills:**

- individual presentation
- extempore
- debate
- personal branding
- just a minute session

➤ **Writing skills:**

- paragraph writing
- SWOT analysis
- competence mapping and skill tree
- dream CV creation

Text Book: OXFORD PRACTICE GRAMMAR BY NORMAN COE, MARK HARRISON, KEN PETERSON OXFORD UNIVERSITY PRESS.

References: 1. OXFORD LEARNER'S GRAMMAR BY JOHN EASTWOOD OXFORD, OXFORD UNIVERSITY PRESS.
2. OXFORD PRACTICE GRAMMAR by JOHN EASTWOOD OXFORD, OXFORD UNIVERSITY PRESS